Guidelines for New Agencies

A. Requirements
   a. Mission to serve the ill, needy or infants (minor children with food insecurity issues)
   b. Must qualify by:
      i. Church Qualifier
         1. 14 characteristics of a church
         2. Church Qualifier Letter
         3. Pastor’s Ordination Certificate/License
      ii. Current 501-C-(3)

B. Complete Basic Agreement
   a. feedingthevalley.org
   b. Select tab “Partner Agency”
   c. Select Hard Copy
   d. On-Line Copy
   e. Either Mail or submit on line application

C. No Membership Fee for 2019 (July 2020 $50 membership fee)

D. Setup a Site Inspection Visit
   a. Food Safety for the food storage area
   b. Area is clean
   c. Evidence of pest control
   d. Area is secure
   e. Review storage area
      i. Dry storage
      ii. Refrigerator storage
      iii. Freezer Storage

E. Training for All Shoppers for each Partner

Major Membership Requirements

A. Must have a mission for serving the ill, needy or infants with food insecurity issues
B. Must shop at least once every 3 months
C. Must follow all of the record keeping requirements
D. Food will not be exchanged for money, property or participation in religious or other services
E. Must maintain all records required by FTV, State and Federal programs
F. Allow for site-monitoring visit at least once every two years
G. Must follow all FTV Food Safety Guide Lines
H. Must Pay all shared maintenance fees within 30 days of statement
I. Shopping for Partners is by appointment